



COMMISSION ON CORRECTIONAL PEACE OFFICER STANDARDS AND TRAINING

APPROVED

Curriculum Review Committee Meeting Wednesday, October 16, 2002 CPOST Headquarters

In Attendance:

Lt. Pietro DeSantis II, Committee Chairperson	Ms. Vickie Skidmore, YATC
Dr. Paul Bestolarides, Committee Member	Ms. Yan Sum Dominguez, Alt. Commissioner
Ms. Mary McElhannon, Committee Member	
Ms. Carolyn Pritchard, CPOST (Recorder)	
Ms. Paula French, CPOST	
Ms. Linda Mobery, CDC - Parole	
Mr. Rick Winistorfer, CDC - Parole	
Ms. Mary Wakefield, YATC	
Ms. Alison Malloy, YATC	

Committee Member(s) Absent:

Mr. Doug Peterson, Committee Member

I. Introductions

The Curriculum Review Committee meeting was held on Thursday, October 16, 2002 at CPOST Headquarters, 3161 Dwight Road, Elk Grove, CA. The Committee Chairperson, Lt. DeSantis, and recorder, Monique Ford, were present. A quorum being present, the meeting was called to order at 9:14 a.m. Introductions followed.

II. Draft Minutes From Previous Meeting

Lt. DeSantis called for corrections to the minutes from the October 10, 2002 Curriculum Meeting. Ms. Mary McElhannon name did not include Ms. in front of her name and Judy Schies last name was spelled wrong. After including Ms. in front of Mary McElhannon name and correcting Ms. Judy Schies last name, Lt. DeSantis moved that the minutes be approved as amended, and the motion was seconded. A vote was taken; the motion carried.

III. Lesson Plan Reviews

YATC

❖ **Physical Fitness**

Lt. DeSantis moved to recommend Full Approval; motion was seconded. A vote was taken and the motion passed.

❖ **Movement Simulation**

Lt. DeSantis moved to recommend Full Approval; motion was seconded. A vote was taken and the motion passed.

❖ **Orientation to Basic Academy, Module II**

Lt. DeSantis moved to recommend Full Approval; motion was seconded. A vote was taken and the motion passed.

CYA Supervisor's Training

❖ **Sexual Harassment Prevention**

Lt. DeSantis moved to recommend Full Approval; motion was seconded. A vote was taken and the motion passed.

❖ **Role of the Supervisor**

Lt. DeSantis moved to recommend Full Approval; motion was seconded. A vote was taken and the motion passed

❖ **Labor Relations**

Lt. DeSantis moved to recommend Full Approval; motion was seconded. A vote was taken and the motion passed.

❖ **Corrective and Adverse Action**

Lt. DeSantis moved to recommend Full Approval; motion was seconded. A vote was taken and the motion passed.

❖ **Prevention Action**

Lt. DeSantis moved to recommend Full Approval; motion was seconded. A vote was taken and the motion passed.

❖ **Interpersonal Relationships and Communication Skills**

Lt. DeSantis moved to recommend Full Approval; motion was seconded. A vote was taken and the motion passed.

❖ **Emergency Preparedness**

Lt. DeSantis moved to recommend Full Approval; motion was seconded. A vote was taken and the motion passed.

❖ **Workplace Violence Prevention**

Lt. DeSantis moved to recommend Full Approval; motion was seconded. A vote was taken and the motion passed.

CDC - Supervisory

❖ **Roles and Responsibilities of the Supervisor**

Lt. DeSantis moved to recommend Full Approval; motion was seconded. A vote was taken and the motion passed.

❖ **Employee Assistance Program**

Lt. DeSantis moved to recommend Full Approval; motion was seconded. A vote was taken and the motion passed.

CDC P&CSD

❖ **Contact with Victims of Crime**

To meet CPOST Standard #4c, designers need to reword the objective number six. To meet CPOST Standard #4f, designers need to re-number test questions seven, nine, and ten.

Lt. DeSantis moved to recommend Provisional Approval; motion was seconded. A vote was taken and the motion passed.

❖ **Constitutional Issues**

To meet CPOST Standard #1, designer needs to reword the prerequisite in the Target population for 7K. To meet CPOST Standard #2, designer needs to reword the prerequisite in the Academy for 7K. To meet CPOST Standard #4c, designer needs to reword the objective number one and objective two. To meet CPOST Standard #4f, designer needs to re-number test questions five and eight.

Lt. DeSantis moved to recommend Provisional Approval; motion was seconded. A vote was taken and the motion passed.

❖ **Firearm Policy**

This lesson Plan was withdrawn.

IV. Final Copies

CYA – Supervisors

Lt. DeSantis moved to recommend Full Approval on the corrected lesson plan listed below:

- ❖ Inappropriate Relationships

V. Corrected Copies

YATC

Lt. DeSantis recommended a Full Approval for all four final lesson plans listed below:

- ❖ Facility Count Procedure
- ❖ Peace Officer Bill of Rights (POBOR)
- ❖ Equal Employment Opportunity
- ❖ Legal Issues and Liability

VI. Other Business

Lt. DeSantis recommended CPOST to approve the Basic 16-week Academy for Youth Correctional Officer and recommended YATC to send the next two debriefings of their Basic 16-week Academies to the Curriculum Review Committee.

Lt. DeSantis then motioned a letter to Doug Peterson, to approve the Basic 16-week Academy for Youth Correctional Officers.

VII. Adjournment

There being no further business or discussion the meeting was adjourned at 10:55 a.m.

Monique Ford
Student Assistant, CPOST
Recorder

